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ZONE PRINCIPAL SOURCES OF RECORDS CREATION

Source		Pieces of Paper Volume	Period FY 1956
1.	Printing & Reproduction	136,732,300	FY 1954
2.	Routing & Record Sheet, Form 51-10	1,852,000	FY 1954
3.	Travel Orders, (Form 33-27) F-540	132,000	FY 1954 — 360,000
4.	Bond Stationery	3,764,800	FY 1955
5.	Letterex	5,001,000	FY 1955
5a.	Tissues	5,564,000	FY 1955
6.	Dispatches		
	Sent	11,472,000	FY 1955
	Received	16,416,000	FY 1955
7.	Cables	2,737,500	FY 1954
8.	Abstract Slips		
	Sent Out	2,366,688	FY 1954
	Sent In	6,841,680	FY 1954
9.	Request For Personnel Action, SF 52	159,700	FY 1955
10.	Notification of Personnel Action, SF 50	271,800	FY 1955
11.	Office Memorandum SF 64	594,950	FY 1955
12.	Information Reports (CS)	4,375,000	FY 1955
	" " (Teletype)	2,400,000	FY 1955
13.	Information Reports (OO) (OOA:OOB:OOK)	2,010,000	Per year
14.	Industrial Register Documents	250,000	Per year
15.	Form 38-14 Log	60,000	Per year
16.	Form SF63 Memo of Call	15,000	Per year
17.	Form 36-8 Transmittal Slip	16,000	Per year
18.	SF 71 - Application for Leave		
	Form 36-125 Requisition	60,000	Per year
19.	For Supplies, Equipment & Services	40,000	Per year
20.	Form 38-1 Personal History Statement	30,000	Per year
21.	Form 38-8 Staff Duty Officer Check List	110,000	Per year
22.	Fitness Report, Form 37-189	95,620	Per year
23.	File and Routing Slip, Form 35-1	18,000	Per year
24.	Report of Liaison, Form 59-45	40,000	Per year
25.	Security Check Sheet, Form 38-7	70,000	Per year

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Source	Pieces of Paper Volume	Period
26. Request for Security Clearance, Form 37-104	20,000	Per year
27. Report of Medical History, SF 89	18,000	Per year
28. Courier's Classified Mail Receipt, Form 35-16	312,000	Per year
29. Designation Authorization, Form 34-35	5,200	Per year
30. Travel Voucher, SF 1012	10,000	Per year
Travel Voucher, Form 33-12	150,000	Per year

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